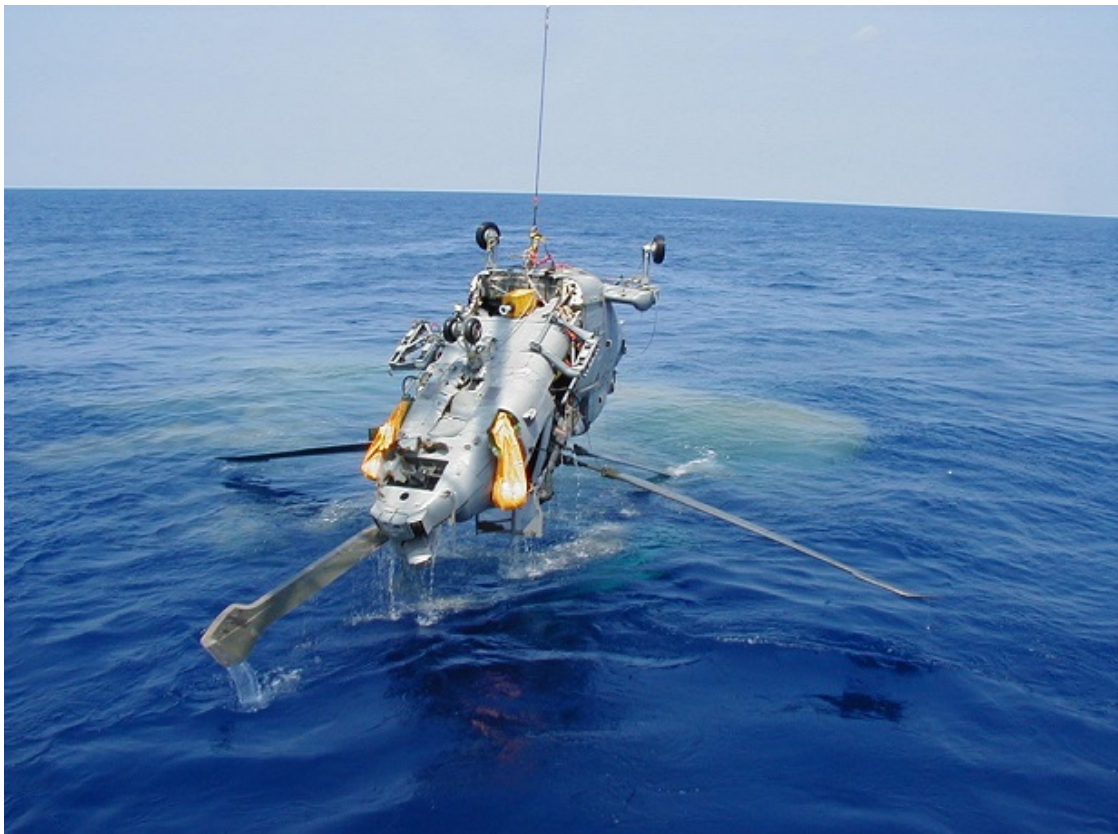




# AIRCRAFT POST CRASH MANAGEMENT (APCM)

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# Aircraft Post Crash Management (APCM) Policy

## Introduction

1. This Aide-Memoire is designed as a consolidated reference document for use of the APCM Incident Officer (APCMIO) and other personnel involved in APCM. It contains a brief outline of the policy and principles of APCM as set out in the Manual of Aircraft Post Crash Management (MAPCM) and mandated in RA1430 and includes informal advice to APCMIOs. Specific procedures may apply to Overseas Ops and embarked APCM, as set out in the MAPCM. However, the aim should be always to follow as closely as practicable the concept of the UK model, subject to location constraints.

## Notification

2. It is essential that any accident, incident or significant occurrence be reported at the earliest opportunity to either the Deputy Chief of Defence Staff Duty Officer (DCDSDO) or Permanent Joint Headquarters (PJHQ) Ops Officer as appropriate. They will then follow their own Standard Operating Procedures (SOPs) and contact all other agencies involved, including the appropriate Front Line Command, cascading the information provided. They will also allocate a lead APCM unit, or possibly MOB overseas, where appropriate.

## Background

3. Aircraft accident sites are to be managed to ensure that:
- a. The evidence is preserved for investigation.
  - b. Health and Safety precautions are taken to protect the local population and those personnel at or near the crash site.
  - c. No actions are taken which are detrimental to the good image and standing of the Armed Forces.
  - d. The accident site is restored to a satisfactory condition as soon as practicable.
4. The Civil Police have and retain primacy at all military aircraft crash sites in the UK. Civil Police will transfer freedom of movement and investigation at the site to the Defence Accident Investigation Branch (Defence AIB) when control of the accident site has been established and police presence can be scaled down. The APCMIO is the primary police point of contact for liaison of military support requirements associated with the control and cordon of the site. The APCMIO provides the support services to enable the Defence AIB to complete the on-site investigation and for the Aircraft Recovery Officer (ARO) and his team from the Joint Aircraft Recovery and Transportation Squadron (JARTS) to remove the wreckage. The APCMIO remains the primary point of contact with the Defence Infrastructure Organisation (DIO) to ensure the site is recovered and a site clearance certificate is obtained.
5. The responsibilities for UK APCM are delegated to individual military units, and detailed in the MAPCM.
6. Military establishments allocated Lead Unit status or units with a 5nm or 'on base' APCM responsibility, and aviation-capable ships, are to maintain an APCM

organization, suitably qualified and equipped, that is capable of deploying to all crash sites including:

- a. Military aircraft crashes within the geographical areas allocated to them, including civilian airfields.
- b. An initial response to an accident off-base.
- c. Civilian aircraft on a military establishment.
- d. When military aircraft are embarked on and operating from aviation capable ships.

7. Aircraft Operating Authorities (AOAs) are to ensure that suitable arrangements for APCM are in place when aircraft operate in non-UK airspace. Notwithstanding the provisions of STANAG 3531<sup>1</sup> this should include provision of an APCMIO and advice and guidance to the Host Nation in the event of an aircraft accident together with an understanding of what level of APCM response (if any) that the Host Nation might provide. This is a mandatory requirement where detachments are deployed with 3 aircraft or more and/or have a duration of longer than 7 days.

### **Embarked Operations**

8. Embarked APCM is very dependent on the situation faced, be it a crash on deck, ditching, or an incident ashore. Following any lifesaving activities notification to the UK should take place in the same way and the 4 main principles of APCM adopted as far as possible. With regards to a crash on deck the first priority of the ship is to save the ship. Once this has been achieved the wreckage should be made safe and flight deck access restricted to anyone other than essential personnel until an investigation team from the UK can reach the ship. If, for operational reasons, the deck is required and the aircraft must be moved, as much evidence as possible must be captured before this takes place. This includes as much photography as possible, recovery of any data sources and collection of samples. In the event of an aircraft ditching as much information as possible about the aircraft's last known position and current sea conditions must be gathered in order to assist (Chief Salvage and Mooring Officer) CSALMO in any salvage operations. Any incident ashore should be treated the same as any non-UK incident with the ship providing the main focal point and support to any APCM activities. Additionally it should be remembered that the ship will hold a sizeable amount of information relevant to an incident. Whether it is from the bridge in the form of the Voice Recorder and Ships Log, or any GPS and data recording equipment. The ops room will hold any radio and radar recordings, and there may possibly be CCTV footage on the ship that could prove vital. If the ship is also operating within a task group there may be some data or information from other ships that could be of assistance to an investigation. Further information can be found in BRd 766 Annex 38C.

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<sup>1</sup> STANAG 3531 states that for NATO countries the nation of occurrence will provide the APCM response whilst the operating nation will lead the investigation.

## **APCM Organisations**

### **Mountain Rescue Service**

9. The Mountain Rescue Service<sup>2</sup> will deploy 2 teams in the event of an aircraft crash. They will remain on site 24-36 hours and will provide a high level of military expertise along with an initial guard force while the APCM unit is ready to deploy its own guard force.

### **Aircraft Recovery Officer (ARO)**

10. The ARO will deploy to the crash site as soon as possible and will lead the response from JARTS. Once on scene, he will conduct a site survey in conjunction with RAF Centre of Aviation Medicine (RAFCAM) / RN Institute of Naval Medicine (INM) to identify hazards and ensure correct protective measures including cordon sizes are enforced. The ARO will also advise the APCMIO on Health and Safety considerations at the site and remain on site until all wreckage has been removed, restoration measures have been agreed and the site clearance certificate is signed.

### **Joint Aircraft Recovery and Transportation Squadron (JARTS)**

11. HQ JARTS is located at MoD Boscombe Down. The ARO is responsible to the Defence AIB for the preparation and recovery of aircraft wreckage, providing health and safety advice, and, where possible, the removal of hazards from the crash site.

### **Defence Accident Investigation Branch (Defence AIB)**

12. The Air Branch of the Defence AIB is co-located with the Department for Transport Air Accidents Investigation Branch (AAIB) at Farnborough and will deploy personnel to the incident site as soon as possible to lead the investigation. They are the lead military organisation on site and will set the timelines for recovery of the wreckage. They may also be co-ordinating with the civilian police or SIB if these agencies are also carrying out parallel investigations.

### **RAF Regional Liaison Officer (RAFRLO)**

13. The RAFRLO, an RAF Wing Commander (OF-4), liaises with the civilian emergency services and local authorities to provide a conduit between the military, civilian agencies and other government departments as required. Their role is to operate at Silver/Gold level and provide military input and advice as required. There are 9 RAFRLOs in the UK whose contact details can be found on p19 and regions are depicted on p20

### **RAF Centre of Aviation Medicine (RAFCAM) / RN Institute of Naval Medicine (INM)**

14. RAFCAM and the RN INM provide qualified and specialist support at fixed wing and rotary wing incidents respectively. They are category 1 responders and thus will get called out within the initial emergency phase to provide Subject Matter Expert (SME) advice to the civilian emergency responders. For the APCMIO, the INM duty Hazmat and Environmental Protection Officer (HEPO) and CAM duty Environmental Health Officer (EHO) can provide advice and on-scene support on hazardous materials, occupational and environmental health and environmental

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<sup>2</sup> Mountain Rescue Teams are based at RAF Leeming, RAF Lossiemouth and RAF Valley.

protection and will brief the Incident Officer (IO) accordingly. They will advise on cordon size and whether it can be reduced from 400m and still prevent exposure to any perceived hazard. If required, the ACHaz Document Set, providing specific hazard advice associated with aircraft type, is also available through the MAA Intranet, the ARCC and the ARO.

### **Chief Salvage and Mooring Officer**

15. The CSALMO is the MOD Tri-Service authority for the location and recovery of all ditched aircraft and aerial platforms from the sea and inland waterways. Once alerted by the DCDSDO, CSALMO will deploy personnel to the site, who will work with the ARO and aircraft recovery team, and arrange the necessary assets to facilitate recovery of the wreckage from the water.

### **Defence Infrastructure Organisation**

16. The DIO is responsible for remediation of the site and negotiating compensation for those affected by the crash. An individual from Land Management Services will attend the crash site to make an assessment of damage caused, and to advise both on potential claims and mitigation of future damage.

### **Air Accidents Investigation Branch**

17. The UK AAIB is part of the Department for Transport. As a rule, if the incident involves a civil registered aircraft, then the AAIB is responsible for leading the investigation.

## **APCM Support Organisations**

### **No 3 Mobile Catering Squadron (3 MCS) support**

18. 3 MCS will, on request, provide APCM catering support to APCM units across mainland United Kingdom. The equipment will be held at R0. 3 MCS will aim to be on site within 24 hours following notification of an incident but are subject to driving regulations and thus arrival times are location dependant. 3 MCS may also be able to support major APCM Exercises upon receipt of tasking through A4 Cat Ops, HQ Air. 3 MCS support is requested by the APCMIO and should be backfilled by lead unit personnel no later than 48 hrs after deployment. 3 MCS will leave one subject matter expert, together with provisions, in situ with their equipment.

19. Contact details are available on page 20.

### **90SU (Tactical Communications Wing) support**

20. It is essential that the accident site Incident Control Point (ICP) is able to communicate effectively with their base unit and other agencies involved in the APCM response. Under certain circumstances, requirements may also exist for the ICP to communicate by telephone, fax or e-mail with the civil Police Tactical (SILVER) and Strategic (GOLD) controls, or their equivalents. On occasions when these communication links cannot be provided reliably using available resources or quickly enough using rented commercial assets, contingent CIS capability may be tasked to assist through a request to Air Command A6 Ops Commitments.

## **Additional manpower for APCM guarding**

21. In the event that an APCM unit is unable to sustain its longer-term guarding requirement, additional personnel may be requested from HQ AIR A5 Ops3, who will Force Generate via A1 Ops. All such requests should be fielded through the RAFRLO.

## **Helicopter support**

22. If helicopter support is required at an accident site, the ARO will request it through the DCDSDO. Military helicopter availability is limited and whilst the movement of the Service Inquiry (SI) panel and the recovery of wreckage or components are approved tasks, any domestic or personnel support tasks can only be met on an ad-hoc basis.

## **Royal Engineer (RE) support**

23. During the recovery phase the ARO may seek support from the RE. He may formalize his request for RE support from Army HQ through the DCDSDO.

## **Typical APCM sequence off base within the UK**

24. A military aircraft crash or incident is reported to the civilian emergency services, the Aeronautical Rescue and Coordination Centre (ARCC) (co-located with the National Maritime Ops Centre (NMOC) in Fareham wef 1 Apr 16) and/or the DCDSDO:

- a. Civilian Police and Rescue services proceed to the site and effect casualty evacuation and/or disaster victim identification (DVI) and recovery. Search and Rescue (SAR) will assist if tasked. Police will retain tactical control of the site until all casualties have been removed and scene-of-crime investigations have been completed.
- b. Two Mountain Rescue Service (MRS) teams<sup>3</sup> are activated for off-site crashes by the ARCC and will arrive at the incident site by the fastest possible means, unless the APCMIO informs the ARCC that they are not required. They will locate the crash site (if required) and on arrival, provide initial guarding to give the APCM unit sufficient time to generate and deploy the longer term crash guard. They are self-sufficient and will also provide communication links. In most cases the MRS will take over cordoning duties from the local civil Fire and Rescue Service. The MRS will stay on site for a maximum of 36 hours, or until relieved by the unit guard force. In austere locations the MRS may stay on site longer for site safety.
- c. The DCDSDO initiates the APCM response including selection of the Lead or Subsidiary Unit, callout of the ARO and Defence AIB and alerting of the Royal Air Force Regional Liaison Officer (RAFRLO) for that region.
- d. The role of the APCMIO is to control and co-ordinate activities at the accident site and act as the "interface" to ensure that the Services are portrayed in the best possible light despite the adverse circumstances. On receiving notification of an APCM incident, the APCMIO should aim to be at the crash site as soon as practicable, but is to depart the parent unit within 3 hours of the unit being notified of the incident.

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<sup>3</sup> Mountain Rescue Teams are based at RAF Leeming, RAF Lossiemouth and RAF Valley.



- e. The ARO from JARTS arrives and completes the initial site survey, setting up an inner cordon if one is not already in place, and can provide Health and Safety advice as appropriate.
- f. Defence AIB/Air Accidents Investigation Branch team arrive and commence air safety investigation and take overall control of the wreckage and inner cordon.
- g. Royal Navy Institute of Naval Medicine (RN INM) / Royal Air Force Centre of Aviation Medicine (RAF CAM) arrive to provide specialist health and safety advice, risk assessments on site, and advise on environmental issues and to conduct specialist risk assessments.
- h. Explosive Ordnance Disposal team from 5131 (BD) Sqn arrive to provide specialist safety advice and plan the safe render and recovery of all explosive ordnance if required. In conjunction with the ARO and INM/RAFCAM, the Explosive Ordnance Disposal (EOD) team will provide advice to reduce the cordon.
- i. Where necessary the Aircraft Assisted Escape System (AAES) team arrive from RAFCAM to render safe any damaged ejection seats.
- j. If a Service Inquiry (SI) has been convened, the SI panel will attend the crash site. Usually the wreckage will need to remain in place until their arrival.
- k. ARO calls forward JARTS/CSALMO support as required.
- l. Lead/Subsidiary Unit Guard Force arrives (as soon as practicable, but not later than 36 hrs) and guarding commitment taken over from the MRS. Handover will normally occur during daylight hours.
- m. The APCMIO retains responsibility for the site until the wreckage has been cleared and the Site Clearance Certificate signed – which could be after he has left the site. The ARO may have a continued hands-on involvement in the remediation of the site after the Unit APCM activity is complete, which could last for an extended period, during which time he may need to reach back to the APCM unit for support.

## **APCMIO Report**

25. Once APCM activity is complete, the APCMIO is required to provide DSA-DAIB-AIR-PCM with an APCMIO Report which forms part of the SI. This should include the following headings:

- a. Deployment
- b. Preservation of Evidence
- c. Health and Safety
- d. Corporate Comms
- e. Site Restoration
- f. Lessons Identified/Learned

## Incident Site Considerations

### Access to property

26. Entry onto private land, without permission of the landowner, may constitute trespass. Accordingly, before entering private property to mount a guard, Service personnel should attempt to obtain permission from the owner or occupier. However, the Military Remains Act<sup>4</sup> states that landowners cannot legally interfere with MOD property, or remove aircraft wreckage even if on their land.

### Aircraft Assisted Escape Systems (AAES)

27. During immediate Fire and Rescue operations, fire service and SAR personnel will take whatever precautions necessary to effect the rescue of crew or other personnel. Thereafter, except as provided for below, ejection seats and components, survival equipment, and flying clothing are to be left undisturbed until the arrival of the AAES Investigation Team from RAFCAM. The team will render safe all items of AAES cordoned separately outside the main cordon area but will only enter the main cordon under the guidance of Defence AIB. Their contact details are on page 19.

*Note: Only in exceptional circumstances are other (i.e. local unit or company) qualified armament personnel to be permitted to render AAES safe. An example of such a circumstance might be where an aircraft carrying high explosive weapons has crashed in a built up area and the presence of AAES components is inhibiting the safe evacuation of civilian personnel.*

### Cockpit Voice and Flight Data Recorders (CVFDR)

28. In the aftermath of an aircraft crash, it is imperative that CVFDR data, if fitted, is recovered for the investigation. Other electronic non-volatile memory devices may also be fitted. If safe to do so, under the guidance of the Defence AIB, every effort should be made to preserve data for the subsequent investigation; this may involve isolating power and carrying out special procedures for handling recording equipment found immersed in water.

29. Data from voice and/or data recorders must not be downloaded by anyone without authorisation from the Defence AIB. This includes any aircraft involved in a safety occurrence that would normally have data downloaded post-sortie as part of normal SOPs. Any equipment should be photographed before and after any intervention.

30. Note that data may also be recovered from non-aircraft related equipment such as personal GPS devices, mobile phones and cameras.

### Cordons and Evacuation Guidance

31. Mobile telephones and hand-held radios, including Airwave, are not normally to be taken inside the inner cordon; exceptions to this rule are to be approved by the ARO or Defence AIB.

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<sup>4</sup> The Military Remains Act 1986 s.1: All aircraft which have crashed in military service whether at land or sea are protected and "It is an offence to tamper/damage/move or unearth any remains unless the Secretary of State has issued a licence to do so"

32. In the event of a military aircraft crash, unless there is convincing proof that no explosion will occur (eg the crashed ac is a glider) or an exceptional reason that may prevent it, evacuation must be enforced immediately the presence of unexploded ordnance (UXO) of any sort, is suspected.

33. There are 2 degrees of evacuation from the main crash site: complete and partial.<sup>5</sup>

a. **Complete evacuation:** 400m.

b. **Partial evacuation:** 800m.

34. Partial evacuation applies to all personnel not adequately screened from the crash site location. Rooms on the remote side of houses may be occupied, but access/egress must be restricted to shielded approaches adequately screened from the crash site or location of UXO. If partial evacuation is undertaken the local population will be informed by the civilian police.

35. For small items of wreckage, including AAES, falling outside of the 400m complete evacuation zone, a security cordon of 30 metres is sufficient.

36. These evacuation radii will be re-assessed when the EOD team from 5131 (BD) Sqn arrive on scene and the ARO can also provide further advice.

37. Advice can be sought from SMEs if there is pressure to reduce the cordon. Liaison with 5131 (BD) Sqn will provide the requisite information regarding clearance from UXO, whilst INM/RAFCAM will provide the same expertise regarding HAZMAT requirements.

## Media Considerations

38. The MOD aims to present a positive, accurate and consistent image. The ability to sustain a professional image may be severely tested following an aircraft accident. Even in the most adverse of circumstances it is important that a positive message is given. Corporate Communications at an accident site will encompass 2 distinct aspects; firstly the media interest in the accident and their drive to obtain a story; and secondly, the need to communicate sensitively with the local community. To that end it is imperative that a suitably qualified Corporate Communications Officer (CCO) such as the unit's Media Officer advises the APCMIO appropriately. The MOD Press Office (0207 218 7907) will be alerted by the DCDSDO and should be consulted before any statements, other than holding statements, are made to the press.

## Damage to property

39. Defence Infrastructure Organisation (DIO) will visit the site as soon as possible to make an accurate assessment of damage caused, investigate all potential claims, negotiate settlements and advise on the mitigation of further damage. Aircraft recovery activities should not be initiated on private property before the DIO has arranged, with the owner/occupier and the ARO, for the marking-out of an agreed route that will minimize further damage. Requests for payment for the use of barns, water etc do not constitute claims in common law, and are a matter for units with APCM responsibilities, who should refer to the DIO in the first instance for advice. The DIO representative will be activated by the DCDSDO.

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<sup>5</sup> JSP364 Jt Service EOD Manual, Volume 2, Annex 1E, Evacuation and Protective Works

40. The APCMIO can assist the DIO in the subsequent compensation negotiations by provision of early photography of the site.

### **Explosive ordnance**

41. EOD operations are only to be conducted by suitably qualified personnel.

42. An EOD team will be provided by No 5131 (Bomb Disposal (BD)) Sqn RAF. The 5131 (BD) Sqn response to an aircraft crash will be initiated by the DCDSDO and will include specialist safety advice (ie, evacuation and safety distances, use of radios near items of unexploded ordnance, etc), the capability to locate, identify and render safe all items of explosive ordnance (including seemingly innocuous items such as fire bottle and cable cutting cartridges) and the capability to render safe AAES in conjunction with the RAFCAM AAES Investigation Team. They may also be seeking advice from unit/platform SME staff.

### **Foreign Military Aircraft**

43. In the event of a foreign military aircraft crash in the UK, the UK will lead on all APCM response actions whilst the investigation will be led by the operating nation, albeit with support from Defence AIB.

44. If the aircraft is from a United States Visiting Forces (USVF) base in the UK, the USVF within the Command Post (CP) of the appropriate station will activate an Installation Command Centre (ICC) or Crisis Action Team (CAT). The USVF have considerable administration, logistics and communications support which they may deploy to the scene of an accident, and whilst the MOD will lead on the APCM response, MOD organisations deployed should work closely with their US counterparts to minimise the duplication of response.

45. The UK Civilian Police retain primacy of the crash site and the UK Coroner or Procurator Fiscal in Scotland, has initial jurisdiction over any human remains although they may hand jurisdiction to USVF. Once satisfied that the crash does not involve a criminal act, the UK Police will allow the USVF to investigate as outlined by NATO STANAG 3531. Further detail is provided in the MAPCM Chapter 2.

### **Health and Safety**

46. The MOD has a legal obligation under Health and Safety at Work Act (HASAW) legislation to protect Service and civilian personnel and members of the public from the hazards present at an aircraft accident site. The APCMIO is responsible for ensuring, as far as is practicable, that this obligation is met with assistance from the ARO, RAFCAM and RN INM as appropriate.

47. RAFCAM and INM have personnel on call 24/7; contact numbers can be found on page 19 and these organisations can provide detailed risk assessments at the site, together with advice prior to arrival.

### **Incident Control Post (ICP)**

48. For accidents in the UK and Europe, JARTS may deploy their ICP to control access to the inner cordon. The ICP will comprise of one or more caravans and an associated tented annex complex. The JARTS Site Co-ordinator will be responsible for the efficient running and husbandry of this complex and will allocate appropriate areas for use by other parties at the crash site.

49. For the outer cordon the APCMIO should set up an ICP as a focal point for all the ongoing activities and agencies, maintaining info boards as required.

### **Interim compensation**

50. Following an aircraft accident there may be a need for the disbursement of immediate cash payments to those who have lost their homes, clothing etc; either temporarily or permanently. This will be funded by the lead APCM Unit. The interim payment is designed to help such people and further details can be found in the MAPCM.

51. For any claims related queries, contact the DJEP-CLCP ELG/LF&M at MOD Main Building 0207 218 1842 or 0207 218 3545.

### **Land restoration**

52. The DIO will oversee site restoration in conjunction with the ARO, with specialist support from the RN INM / RAFCAM Hazmat and Environmental Protection Officer/Environmental Health Officer, to the best standard possible. The ARO is responsible for site clearance certificates, organizing the site clearance meeting, and advising the APCMIO of Health and Safety considerations at the site. Whilst the APCMIO may have physically departed the site he may still be called upon for assistance until the land is restored and the Site Clearance Certificate signed.

### **Northern Ireland**

53. Political and security sensitivities preclude the deployment of a military crash guard in Northern Ireland; this role will be fulfilled by the Police Service Northern Ireland (PSNI). Whilst an Incident Officer will deploy to act as the on-site liaison between Civil Emergency Services (CES) and the APCM-responsible unit at Aldergrove Flying Station, that officer is to maintain a low public profile and is not to deploy in uniform. Further specialist military support is not to deploy until formally requested by the Civil Authority through the RAFRLO, who will maintain close liaison with the PSNI and HQ 38 (Irish) Brigade throughout.

### **Pathology (UK only)**

54. In the event of a fatality, on or off base, the authority for movement of the human remains of deceased persons rests with the Coroner or in Scotland, the Procurator Fiscal. In practice, authority is often delegated to the Coroner's Officer or, the Procurator Fiscal's Agent (who will probably be a Civil Police officer).

### **Special and Protected Sites**

55. Many Sites of Special Scientific Interest (SSSI) and Protected Sites exist in the UK. The regulators of these areas have legal powers to prevent damage to an area. An aircraft crash or incident may be in or adjacent to a site, and liaison must be made with the relevant authorities, such as Natural England, Scottish Natural Heritage, Countryside Council for Wales or the Northern Ireland Environment Agency, through the RAFRLO, so that sensitive areas may be protected, or damage already caused ameliorated.

56. For specialist advice, contact the DIO specialist environmental team on 01980 674870 or 01980 674820 or, for northern England/Scotland, call 01748 875069.

## Trauma Risk Management (TRiM)

57. TRiM is a CoC function that formalises good leadership and personnel policy practise<sup>6</sup> in the aftermath of exposure to trauma.

58. Given the potential for exposure to trauma following aircraft occurrences, TRiM may be required to help individuals in order to keep operationally effective and to record, track, monitor and support those involved, directly or indirectly, in a traumatic incident. TRiM is not a substitute for effective stress management, or for clinical intervention where that is appropriate and is a process for identifying those in need of some help.

**59. A representative from the Defence AIB and/or SI Panel should be present at any unit post-crash TRiM meetings.**

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<sup>6</sup> The rightful obligations placed upon us through the Moral Component of Warfare demand that we properly address the needs and welfare of our people. Therefore, a structured and risk-based approach to stress and resilience management should be an integral part of this requirement.

## Non-UK APCM

60. APCM outside of the UK can be immensely difficult especially in a hostile environment where there may be very little time on the ground to carry out standard APCM activity. Where time and the security of the location allows, standard APCM procedures should be followed, **in particular the preservation of evidence and the safety of personnel in and around the crash site.** The organisations previously listed may deploy depending on the circumstances, but the response is likely to be much less than that for an incident in the UK. Although corporate communications and restoration of the site might not be possible there will still be occasions where they become essential and indeed necessary, so it is advisable to be fully prepared.

61. **Remember, any photography (including aerial photography) will prove invaluable to the accident investigators. If site access is safe (from a security perspective) but only for a limited period, it may be necessary to remove vital evidence (any sort of mission tapes, flight data recorders etc) in order to help with the investigation.**

62. In the event of an aircraft crash which falls under Commander Joint Operations Area of Responsibility, the Permanent Joint Headquarters Operations Controller must be informed as soon as possible on 01923 955311.

63. STANAG 3531 states that, for NATO countries, the nation of occurrence will provide the APCM response and on-the-ground SMEs for all countries can be found in the IPP 'Yellow Book' available on the dii intranet e-library.

### Non-UK APCM Checklist

64. The table below details information required by AOAs in order to establish an APCM plan prior to deployment, together with additional subjects that may be worthy of consideration (indicated by \*):

Item	Information Required	Remarks
1.	Determine your OPCOM:	
a.	If OPCOM CJO – report to PJHQ	
b.	If not OPCOM CJO – report to DCDSDO	
2.	What is the civil police role in an aircraft accident?	
3.	Is there a military APCM organisation?	
a.	What procedures are in place, compared to UK?	
b.	Is there an on-site and off-site plan?	
b.	What APCM capability is available?	
c.	Where is that capability located?	
d.	What are the APCM contact details?	
e.	Will a crash site guard force be provided, if not is it feasible to provide from own resources?	
4.	Is there a UK Embassy/Legation?	
a.	Is there a Defence/Air Attaché?	
b.	What are the contact details?	
c.	Is an interpreter available/required?	
d*	Will in country media assistance/facilities be available, if so where from?	

e.	What is the political situation? Is there a requirement for security briefings?	
f.	Are there any cultural, ethnic or religious issues to consider?	
g.	Will armed protection be required?	
h.	How well developed is health and safety awareness?	
i.	What arrangements are required to enter the country?	
j.	How much notice to travel is required?	
k.	How efficient is the transport infrastructure?	
5.	Is there a military accident investigation (AI) organisation?	
a.	Where are the AI team based?	
b.	What are their contact details?	
c.	Is there a Memorandum of Understanding regarding Accident Investigation?	
d.	Is the country a member of NATO and covered by STANAG 3531 <sup>7</sup> ?	
6.	Is there a civil accident investigation organisation?	
a.	Where are they based?	
b.	What are their contact details?	
7.	Is there a robust Communications infrastructure?	
a.	What facilities are available in the host nation?	
b.	If required will 90SU be available to provide a communications capability in the event of an aircraft accident?	
c.*	Crash site/Force Protection communications to MOB?	
d.*	Capability to send pictures of an accident to the UK?	
8.*	Logistics	
a.*	Availability of domestic facilities for guard force and on site team.	
b.*	Availability of logistics requirements – i.e. ground equipment, lifting equipment, access to crane and transport vehicles, ISO containers etc	
9.	Aircraft Hazards	
a.	Prepare a database of potential aircraft hazards using the ACHaz Document Set	
10.*	Defence AIB / SI Requirements	
a.	Location for storage of evidence	
b.	Office space / Interview space for Defence AIB	

<sup>7</sup> STANAG 3531 FS (Edition 9) – Safety Investigation and Reporting of Accidents/Incidents Involving Military Aircraft, Missiles and/or UAVs



	/ SI Panel	
c.	Office material including telephones / computer access / stationery	
11.	Evidence Preservation	
a.	Procedures in place for evidence photography, preservation and storage	

## Glossary

AAC	Army Air Corps
AAES	Aircraft Assisted Escape Systems
AAIB	Air Accidents Investigation Branch
ADR	Accident Data Recorder
AOA	Aircraft Operating Authority
APCM	Aircraft Post Crash Management
ARCC	Aeronautical Rescue Co-ordination Centre
ARTF	Aircraft Recovery and Transportation Flight
ARO	Aircraft Recovery Officer
CSALMO	Chief Salvage and Mooring Officer
CMSU	Crash Survivable Memory Unit
CVR	Cockpit Voice Recorder
CVM	Continuous Vibration Monitoring Equipment
DCDSDO	Deputy Chief of Defence Staff Duty Officer
DE&S	Defence Equipment and Support
DEFENCE AIB	Defence Accident Investigation Branch
DIO	Defence Infrastructure Organisation
EHO	Environmental Health Officer
EOD	Explosive Ordnance Disposal
HASAW	Health and Safety at Work
HEPO	Hazmat and Environmental Protection Officer
HUMS	Health and Usage Monitoring System
ICP	Incident Control Point
IO	Incident Officer
JADTEU	Joint Air Delivery Test and Evaluation Unit
JARTS	Joint Aircraft Recovery and Transportation Squadron
JHC	Joint Helicopter Command
MAA	Military Aviation Authority
MFTR	MOD Flight Test Regulator
MMMF	Man Made Mineral Fibre
MPCM	Manual of Post Crash Management
MRT	Mountain Rescue Team
MRS	Mountain Rescue Service
NMOC	National Marine Ops Centre
Ops	Operations
PJHQ	Permanent Joint Headquarters
PPE	Personal Protection Equipment
RAFRLO	Royal Air Force Regional Liaison Officer
RE	Royal Engineer
RPAS	Remotely Piloted Air Systems
RSU	Repair and Salvage Unit
SI	Service Inquiry
SAR	Search and Rescue
SSSI	Site of Special Scientific Interest
TCW	Tactical Communications Wing
TRiM	Trauma Risk Management
VDR	Voice & Data Recorder

## RAFRLO Contact Numbers

RAFRLO Scotland  
Mob 07833 912924  
DII F: Air-Ops-A5RAFRLOScotland@mod.uk

RAFRLO North  
Mob: 07801 900780  
DII F: Air-Ops-A5RAFRLOnth@mod.uk

RAFRLO East Midlands  
Mob: 07979 537682  
DII F: Air-Op-A5RAFRLOEMids@mod.uk

RAFRLO East of England  
Mob: 07767 663359  
DII F: Air-Ops-A5RAFRLOEEEngland@mod.uk

RAFRLO London & South East  
Mob: 07770 721494  
DII F: Air-Ops-A5RAFRLOLonandSE@mod.uk

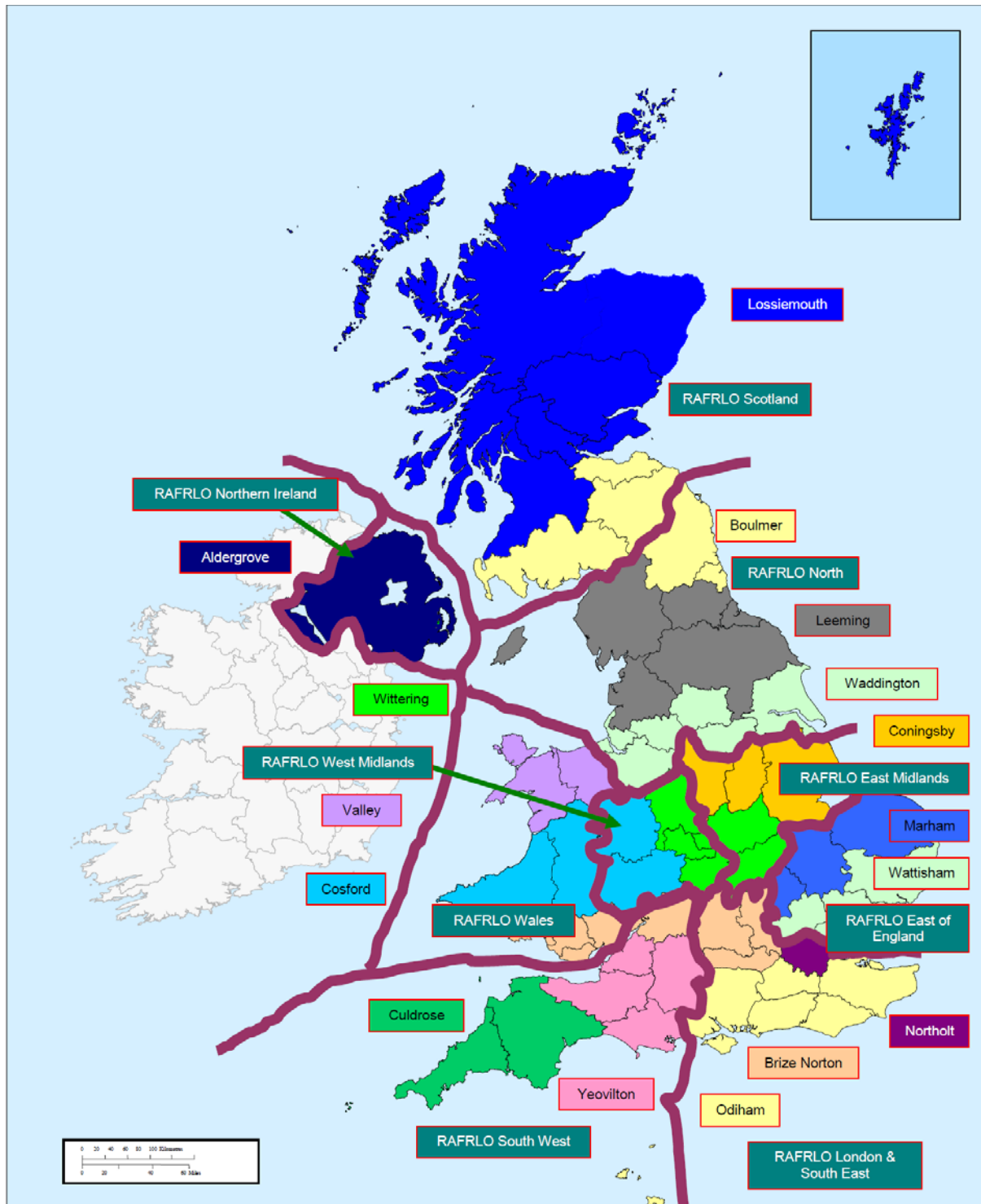
RAFRLO South West  
Mob: 07796 568380  
DII F: Air-Ops-A5RAFRLOSW@mod.uk

RAFRLO West Midlands  
Mob: 07771 730553  
DII F: Air-Ops-A5RAFRLOWMids@mod.uk

RAFRLO Wales  
Mob: 07802 348513  
DII F: Air-Ops-A5RAFRLOWales@mod.uk

RAFRLO NI  
Mob: 07753 976001  
DII F: Air-Ops-A5RAFRLONIreland@mod.uk

# RAFRLO Boundaries and APCM Areas of Responsibility as of 12 May 2014



## Other Useful Contacts

DCDSDO (H24)	030 6788 8938
PJHQ	01923 955311
MOD Press Office	0207 218 7907
ARO	_____
DEFENCE AIB	_____
RAFRLO	_____
MRS Team Leader	_____
STATION OPS	_____
SQUADRON OPS	_____
CRO/PRO/MCO	_____

CLC&PD	0207 2181 842 / 0207 2183 545
DIO Environmental Specialist	01980 674624
DIO Head of Conservation Team	01980 674820
RAFCAM	01462 851515 ext 8027/07730
AAES	07715 296054
INM	02392 768020 / 07771 865868
CSALMO	0306 79 83334 / 81974 / 83340
A6 Duty Officer	07771 521913
3MCS	01780 416320
3MCS Silent Hours:	Duty SNCO: 07717431259
	Duty JNCO: 07717431258
	Guard Room: 95351 Ext 7227
	Civil Tel: 01780 417227

# AIRCRAFT POST CRASH MANAGEMENT QUICK REFERENCE



**Defence  
Safety  
Authority**

Dated: Jan 16

This APCM\* quick reference guide is issued as a handy 1 pager only and is not subject to formal amendment. It is aimed at those personnel who could be called upon to conduct APCM or carry out the duties of the Aircraft Post Crash Management Incident Officer (APCMIO) and should be used in conjunction with the following publications;  
 MAA Manual of Aircraft Post Crash Management (MAPCM)  
 MAA Aircraft Post Crash Management (APCM) Aide-Memoire (where this sits)  
 MAA Regulatory Articles 1410 – Occurrence Reporting, 1430 - APCM  
 Ship/Station/Detachment APCM orders.  
 \*APCM principles and methodology may also apply to 'downbird' aircraft depending on circumstances.

**DCDSDO (Call this number FIRST if NOT OPCOM CJO – they will initiate APCM actions) – (+44)(0)30 6788 8938 or 9621-88938**  
 The DCDSDO will then notify Single Service points of contact  
**Defence Accident Investigation Branch (Defence AIB) Accident Line (+44)(0)3067 702893.**  
**Joint Casualty and Compassionate Centre – JCCC (+44)(0)1452 519951**  
 If OPCOM CJO call PJHQ Ops Controller - 01923 955311

**APCM Aims:**  
 Preserve evidence for crash investigation.  
 Health and safety precautions are taken at the crash site to protect the local population and personnel in attendance.  
 Maintain a good image and standing of the armed forces in the public eye.  
 Restore the crash site to a satisfactory condition as soon as practicable.

**Primacy:** In general the Civil Police/SIB has primacy at the crash site. Abroad; a Judge or Magistrate may hold primacy at a crash site.

**Aircraft Post Crash Management Incident Officer (APCMIO)**  
 Noting with whom Primacy rests, the APCMIO must act quickly and decisively to gain control by carrying out the **Immediate Actions** and;  
 Where possible obtain permission to access the site from the land or property owner.  
 Secure and cordon the site.  
 Cordon should be 400m from the main body of the wreckage.  
 Cordon of 30m required for smaller pieces of wreckage including AAES.  
 Guard Force on the outer cordon should not require PPE.  
 If personnel are deployed within the outer cordon, SME advice for PPE should be sought from; RNINM/RAFCAM/Def AIB/parent unit engineering staff.  
 Ejection seats/explosive initiated devices; advice should be sought from an aircraft type PT SME, RAFCAM and EOD staff.

**Handling the Media (MPCM)**  
 Do not disclose personal information about those involved.  
 Do not speculate as to the cause.  
 Be prepared to make brief factual statement to include;  
 Aircraft type and where it was from.  
 Time and date of crash.  
 The number of people on board, whether there were any casualties.  
 What the aircraft was doing, usually a routine training flight.  
 SI has been convened, accident investigation underway.

**Transient Evidence**  
 Cockpit Voice Recorder/Flight Data Recorder; locate and isolate power **as a priority**. Take advice before removal to a secure place.  
 Take POL samples – fuels and oils (if safe to do so and under guidance of Defence AIB).  
 Photograph marks, stains and positions of components and cockpit switches and controls if possible. Arrange aerial photography if possible.  
 Collect and secure paper evidence, maps, briefing sheets etc.  
 Keep a written log of actions and decisions at the site.

**Operational Theatre / Non-UK APCM**  
 APCM principles remain the same but;  
 Establish links with Embassy and Host Nation.  
 Geographical, environmental and climate influences have an effect.  
 Local/cultural/legal issues have to be considered and Consular assistance will usually be required.  
 The tactical and operational issues will alter if and how APCM is carried out.  
 Level of APCM will be at the discretion of the Op Command.  
 Guard force site protection ROE to be considered and agreed.  
 Be able to react if threat level rises.

**IMMEDIATE ACTIONS;**  
**STOP, THINK, KEEP CALM**  
 Obtain a full brief from the emergency services/response team on site.  
 Carry out site Health and Safety risk assessment.  
 Take steps to preserve and record transient evidence – esp Cockpit and Flight Data Recorders.  
 Establish a cordon around the site.  
 Set up an Incident Control Post.  
 Establish communications with the Command.  
 Record what you have done - Set up an actions and decisions log.

**APCMIO Additional Considerations**  
 Be prepared to encounter fatalities and bio-hazards.  
 Be prepared to deal calmly and politely with external parties calling on civil police assistance as required.  
 Conduct a face-to-face handover to additional APCMIOs where a 24hr presence is required.  
 Cordon sentries/guard commander are supplied by the lead MoD establishment covering the crash site location in the UK.  
 Consider TRiM for all personnel.

**Crash on Deck**  
 Ship safety is paramount.  
 Consider risks to landing airborne aircraft or the continued use of the flight deck on multi-spot ships.  
 Preserve evidence - take samples and photographs.  
 Cordon, control access and mitigate risks.  
 Impound flight deck video.  
**Crash into the Sea**  
 Record location details; GPS, wind, sea state and position markers.  
 Impound ATC/Radar/Plots/Cmd tapes  
 Collect, collate & coordinate floating debris (Time and Location when found).

**Personnel and Supporting Organisations with Site Access Authorisation:**  
 Mountain Rescue Team will provide an initial cordon for up to 36hrs after crash.  
 Pathologist, Coroner/Procurator Fiscal and the Coroner's Officer (Fatal accidents).  
 Crash Investigators; Defence AIB and Service Inquiry (may include civilian AAIB staff).  
 INM will be available to give specific H&S, PPE and environmental advice.  
 RAFCAM will be looking at the AAES and SE aspects of the accident and will provide EH Techs.  
 JARTS to conduct aircraft and wreckage recovery after the initial phases of accident investigation.  
 They conduct a H&S risk assessment and advise accordingly. They will be led by an Aircraft Recovery Officer (ARO) who may need to call for additional support from the Royal Engineers or private contractors.  
 The DIO representative will carry out a survey and make an assessment of damage caused and handle future compensation claims etc.  
 A JADTEU representative may need to make an assessment of the wreckage in order to carry out a helicopter lift off site where there is no vehicular access; this will be lead through the ARO.  
 Any CSALMO requirements will be tasked through DCDSDO.

## **APCMIO – ‘Top Tips’**

### **Preparation**

1. Conduct regular training exercises involving all agencies to familiarise yourself with unit orders, the MAPCM, this Aide Memoire and your unit crash kit that you will be using at the crash site.
2. Get to know your RAFRLO.

### **Immediate actions**

3. Report to Unit APCM Control Room. Obtain brief from the Unit APCM Incident Commander and collect APCMIO bag. Begin a log of events and actions.
4. Request an APCMIO ‘assistant’ to accompany you to the site. Does not need to be IO qualified, but will act as a PA to the IO and can act as a scribe to take over your log of events.
5. Establish whether the loan of Airwave sets is required and if it has been arranged (RAFRLO can assist). It may be easier to have them delivered to the crash site.
6. Telephone RAFRLO – discuss situation.
7. Find out from Ops who the ARO is and who the Defence AIB lead Eng is, and obtain their mobile numbers. Attempt to contact the ARO and the Defence AIB prior to leaving and get an ETA from them.
8. Contact the police authority in charge of the incident – they may be operating on Airwave. Discuss the APCM procedures and support available, give them your ETA (and the ARO’s, if you have it). Alternatively ask your home unit to do this for you whilst you are en route and get a POC passed to you.
9. Consider taking the MCO/CRO/CCO and a photographer (if daylight) with you to the site. If at night, arrange to have a photographer arrive at first light. Also ask Ops if aerial photography has been arranged, or liaise with the Civilian Police at the site to see if a police helicopter has taken any footage.
10. Change into appropriate clothing: PCS – boots, beret. Take cold and wet weather clothing as appropriate and civilian attire (minimum 48 hrs kit).
11. Don’t drive yourself to the site; your mind will be on the incident and not the road. Also, if you are driving, you cannot answer phone calls.

### **At the crash site (off-base)**

12. Maintain a log of events – Essential and it will also help with the post-APCM report. (use a PA/assistant if you have one)
13. Establish who is currently in charge of the site. This might be more difficult than you expect! On arrival at an accident the lead emergency services command vehicle should have blue lights still flashing, which indicates the incident IC’s vehicle. In all likelihood this will be the Police Bronze Commander.
14. If Fire and Rescue operations are still taking place at the site, wait until these are complete before attempting to take control.

15. Use of Private Property. You should endeavour to obtain the landowner's permission prior to entering private property. The Police can help with this. Seek permission to use ASAP. Refer queries on compensation and cases of immediate financial distress to the unit APCM Control Room or the DIO Rep if they have arrived on site.
16. If the MRS is on site, take over C2 of military activity from the team leader (normally conducted in daylight). If the accident site is in an austere location, the MRS may remain on site for longer to assist with safety precautions.
17. Don't forget to establish comms with home base iot relay facts ASAP – notify requirements for Guard Force support and communications. The DCDSO will be trying to assist via home base, so it is important that there is a flow of information.
18. Record details of all witnesses and people who hand in wreckage – the Civ Pol will help with this. When you arrive on scene the Police may hand you details of witnesses – pass all of this information to the Defence AIB when they arrive.
19. Remember, civilian police have initial primacy over the site and over body recovery. The police will work closely and in co-operation with the APCMIO. Only the Coroner/Procurator Fiscal (in Scotland) or their Officer/Agent has the right to coordinate body recovery.
20. When the Guard force arrives, consult with 5131(BD) Sqn, the ARO and Defence AIB, establish an ICP if not yet set up and confirm cordon requirements. Deny access (apart from police, ARO, President of the SI and Defence AIB Investigators). If in doubt check with the Defence AIB. Ensure all personnel on site are logged in and out.
21. Comms – There is a procedure called MTPAS (Mobile Telecommunications Privileged Access Scheme) which prioritises the mobile network to emergency responders and those attending the scene of an accident as required. Handsets can be installed with privileged access sims to facilitate comms between the organisations involved. The Gold commander may authorise this. If Airwave is being utilised, brief guard force via Guard Commander on network discipline and site communication procedures.
22. Continue to Pass SITREPs back to base on regular basis.
23. Media. Use MCO/PRO/CCO. Be prepared to make a statement if required. Make sure that you are familiar with the initial 'holding statements' as listed in the MAPCM. Seek advice from the Defence Press Office before making a statement – there may be an official 'line to take'. Remember that 'No comment' is not an option!



## Potential issues

24. Immediately after the crash local people may have many questions that need to be dealt with by the APCMIO.
  - a. Was the aircraft armed?
25. If the wreckage has burnt:
  - a. Is the air now polluted/toxic?
  - b. Can we let children out to play?
26. Other questions may include:
  - a. Will we get compensation/who from/what should we do?
  - b. Who will clear up the mess?
  - c. Will the land be contaminated forever?
27. The APCMIO can be the focal point for local anger:
  - a. Why was the aircraft low flying?
  - b. "It was an accident waiting to happen".
  - c. Why low fly here?
  - d. Why was the aircraft doing what it was doing?
28. The public might not realise that, in the initial stages, the recovery operation may take between 2-3 weeks to complete. This could mean heavy vehicles on their roads, lots of personnel in camouflage uniform (often assumed to be Army).
29. Arrange for the local population to be briefed on power, gas, telephone or water disconnection, if this is necessary to enable wreckage to be removed safely. Talking to locals and advising them of the process will give them a sense of involvement and shows that the MOD is concerned about them. Restrict such viewing to appropriate persons only.
30. Remember to delegate; don't get lost in the detail.
31. The APCMIO is vital in providing the link between JARTS and the supporting unit, particularly in matters such as MT, POL and supply support. JARTS are self sufficient, but they do not have infinite supplies.
32. An effective Guard Commander will significantly reduce the workload of the APCMIO. However, the APCMIO is the site commander and should retain an overall awareness of activities. You may need to exercise leadership skills not normally used in your day-to-day duties. Remember to keep the guard force informed in order to retain interest and motivation.

## **Guards and guarding are not the responsibility of the ARO.**

33. Potential problems to be aware of:
  - a. Bored guards tampering with wreckage/equipment at night or driving vehicles off road inappropriately.
  - b. Inappropriate dress, joviality and black humour in sight of the press and public.

- c. Consider removing mobile phones from the guard force to avoid inappropriate use of photographs and social media.
- d. Guards being ill-equipped for duties i.e. insufficient cold (or hot) weather clothing.
- e. A gradual reduction of support from the home unit as time passes.
- f. Insufficient or inappropriate food.
- g. Availability of latrine/WC facilities.

*The APCMIO is the focal point for all activities on site, both civil and military. It is imperative therefore that he/she provides on-site continuity from the day of the crash right through to the handing back of the site to the landowner.*

**Remember, the RAFRLO knows all the key players – civil and military!**

## Defence AIB (Air) Witness/Passenger Questionnaire

The aim of the Defence AIB (Air), as part of the MAA, is to carry out an independent, no blame, flight safety investigation and to assist a Service Inquiry panel in producing recommendations which may help improve flight safety and reduce the risks of accidents in the future. Any information provided would be greatly appreciated and may prove vital to the findings of the panel. Thank you.

### Personal Details

Full name: .....

Address: .....

.....

.....

Telephone:

(Home).....(Work).....(Mobile).....

Occupation: ..... Email:.....

### Flight Details if known

Date: ..... Location: .....

Your location relative to incident:.....

A/C Flight From: ..... To.....

Persons with you at time of incident: .....

.....

### Description of Event

How and when did you realise something was wrong? .....

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Please give a brief account of what you heard and/or saw/felt/smelt:

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.....

Please give a brief description of your immediate actions:.....

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.....

**Injuries:**

Please briefly describe any injuries you suffered and how they occurred:

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.....

**Fire:**

Please describe any fire or smoke:.....

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.....

**General comments:**

Is there anything else you feel would help our investigation?

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Thank you for helping with our investigation. Please give this questionnaire to a Defence AIB (Air) investigator, the APCMIO, a police officer, or return by post or email it to the following address:

Defence Accident Investigation Branch, Farnborough House, Berkshire Copse Road; Aldershot, Hampshire, GU11 2HH

Email: [dsa-daib-air-mailbox@mod.uk](mailto:dsa-daib-air-mailbox@mod.uk)

If you have any questions, or any points you wish to discuss please write to us at the above address or contact us by telephone on +44 (0) 1252 512253 or by fax on +44 (0) 1252 533550.

## Incident Summary Notes

**Time/Date Nature of Incident (Brief Summary of Incident only)**

**Time/Date tasked for incident, by whom**

**Aircraft Recovery Officer and main Team members**

**Defence Accident Investigation Branch Team**

**Aircraft Assisted Escape Systems Investigation Team**

**Environmental Health Officer**

**Hazmat and Environmental Protection Officer**

**Consultant Aviation Pathologist**

**Notes**

**APCMIO ON-SITE CHECKLIST**

CONTACTS	Name	Number
DCDSDO	Duty Desk	030 6788 8938
PJHQ	Duty Desk	01923 955311
MRS Team Leader		
Civ Police Incident Officer		
Def AIB Investigator In Charge		
ARO		
INM/RAFCAM		
5131 (BD) Sqn		
RAFRLO		
Station Ops		
Squadron Ops		
CRO/PRO/MCO		
Useful Contacts	Number	
Defence AIB Duty Co-ord	0306 798 8276	
Defence AIB APCM	01252 533546/07584 884965	
MOD Press Office	0207 218 7907	
INM	07771 865868	
RAFCAM	01462 851515	
JARTS	07802 327579	
3 MCS	01780 416320	
On Site Actions	Complete	Additional Notes
Establish Contact with Civ Incident Officer.		
Establish Contact with MRS Team Leader.		
Set out 400m cordon (discuss requirement with 5131 (BD) Sqn/INM/RAFCAM.		
Set up ICP and establish a briefing routine.		
Establish comms with home unit.		
Establish contact with Defence AIB.		
Ensure entire wreckage has been accounted for.		
Establish armament state of aircraft.		
Ensure team life support is being put in place (including callout of 3MCS).		
Where required identify any key items of wreckage (CVR/FDR).		
Where required (by Def AIB) gather samples.		
Collate any witness statements.		

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